

**TENNESSEE BOARD OF LICENSED PROFESSIONAL COUNSELORS,
MARRIAGE AND FAMILY THERAPIST
AND
PASTORAL THERAPIST**

Date: February 7, 2003

Time: 9:00 a.m., C.S.T.

Location: Cumberland Room
Ground Floor, Cordell Hull Building
Nashville, TN

Board Members

Present: Dr. Stuart Bonnington, President
Dr. Murphy Martin, Secretary/Treasurer
Dr. Michael Cravens, Vice President

Board Members

Absent: Dr. Robert Kirk
Dr. Dan Hammer

Staff

Present: Sherry Miller, Board Administrator
Richard Russell, Advisory Attorney
Rick Agee, Unit Director
Jerry Kosten, Rules Director

The board meeting was called to order by Dr. Bonnington, president, at 9:05 a.m., on February 7, 2003. A sufficient number of board members were present to constitute a quorum.

Approve Minutes

Upon review of the November 8, 2002 minutes, Dr. Cravens made a motion, seconded by Dr. Martin, to approve the minutes as written. The motion carried.

Report from Richard Russell, Office of General Counsel (OGC)

Mr. Russell reviewed the OGC report stating there were 7 open cases against Licensed Professional Counselors in OGC.

Mr. Russell discussed the conflict of interest policy with the board and stated if a board member had previous knowledge of a case coming before the board to contact him to discuss and determine if there was a possible conflict.

Financial Report

Ms. Miller stated the financial report was the most current and correct. The Board is still in the red but this report does not reflect the fee increases that have been proposed.

Ms. Miller reviewed the investigative report and stated there are three complaints for LPC's, no complaints for MFT's, and no complaints for CPT's.

Disciplinary Report

A review of the disciplinary report indicates there are no new disciplinary actions to report.

Status Report

Ms. Miller said there are 900 LPC's and 242 LMFT's licensed in Tennessee, and 90 LPC and 42 LMFT applications in process.

Ms. Miller encouraged board members and licensees to renew their licenses online.

Administrative Report

Ms. Miller reviewed the administrative report with the board, which was generated to keep the board members informed of the accomplishments of the administrative staff. The report gives the statistics of the turn around time for the application and renewal process, imaging, noteworthy, and pertinent board information. Application turnaround time has improved since the last board meeting. Benchmarks for applications is 100 days and the benchmark for renewals is 10 days. The performance measures for the LPC MFT and CPT board is as follows: LPC application turnaround time is 102.9 days, however if a temporary is requested the process takes about 2 years longer. Renewal time is at the 7 day mark. MFT application time is 215 days, however if a temporary is issued the process takes about 2 years longer. The renewal time for MFT is 6.6 days. The CPT application and renewal time is 54 days we received one application this quarter and there was one renewal received this quarter.

Ms. Miller stated Mr. Agee is representing Health Related Boards in reviewing complaints against practitioners with Investigations and board consultants and the review process is very productive. Total LPC files that have been reviewed at the P1 level are 3. All were being investigated. Total number of MFT files that have been reviewed at the P2 level is 2 and one was closed and the other was closed with a letter of warning.

Ms. Miller stated that the board newsletter was in route to the appropriate officials to be reviewed and approved so that it can be mailed out to the active licensees. Ms. Miller also stated to the board if anything needs to be added to the newsletter let her know.

Ms. Miller stated that the internet is a great way to find out information about the board. All information about rule changes or board business will be placed on the board website.

Travel

Ms. Miller stated that out of state travel is still frozen. The Department of Personnel has released a memo stating that travel will not be looked at unless it is absolutely necessary for the board to attend. This will be in force until notified otherwise by the Department of Personnel.

Imaging

Ms Miller stated that all imaging was completed for all professions under this board. The only files that have not been completed were the ones that have not been ratified by the board.

Clinical Pastoral Exam

The Board has setup a Task Force for the Clinical Pastoral Exam. The Board voted for Dr. Hammer to sit on this Task Force along with Donna Scott and members of the administrative staff to explore the possibility of a new exam. Motion made by Dr. Bonnington and seconded by Dr. Martin. All pass

NBCC Oral Exam

Shawn O'Brien representing the National Board for Certifying Counselors (NBCC) was in attendance. The Board is looking to explore the option of the oral exam to be merged in with the national board. The board is in favor of this idea and was given information from Mr. O'Brien how this could take place. Dr. Cravens made a motion to have rulemaking hearing authorized to allow the oral exam to be written in and given by the NBCC. Dr. Martin seconded. All pass.

Report from Jerry Kosten, Rules Director

A rulemaking hearing for failure to appear for oral exams was discussed. Failure to appear for oral exams and not giving a 24 hour notice if applicant cannot make the exam will be an automatic failure. Dr. Martin made the motion and seconded by Dr. Bonnington. Opposed was Dr. Cravens.

A rulemaking hearing was authorized for the NBCC to give the oral exams along with the written exam for LPC's. Dr. Cravens made the motion and seconded by Dr. Martin. All in favor.

Oral Examination Results

Dr. Cravens made a motion, seconded by Dr. Martin, to ratify the following applicants who passed the oral examination:

LPC/MHSP

Faith Mahoney
Elizabeth Haren
Suzanne Wilson
Alphonse Adams

Scott McDaniel
Ralph Childs
Shelia Speight
Dallas Speight
Barbara Wallace
Kimberly Speakman
Tara Jungerson
Christina Burns
Laura Wilson
Roger Chinery

MFT

Cynthia Reece
Bradley Bull
Scott Rooney
Jeri Smith
Richard Browning
Barry Greenlee

LPC

Michele Bennett
Donna Thompson

Ratify and approve applications

Dr. Cravens made a motion, seconded by Dr. Martin, to ratify and approve the following applicants:

Temporary licensure

Marital and Family Therapists:

Leslie Crowder
Marla DeLong

Licensed Professional Counselors with MHSP designation:

Terri Atwood
Jaye Bilyeu
Anthony Fuller

Licensure

Licensed Professional Counselors:

Reference to computer printout

Ratify and Approve for National Exam

Leslie Crowder
Marla DeLong

The motion carried.

Miscellaneous Board Business

Ms. Miller stated that a policy needs to be adopted by this board on practitioners who work on lapsed and/or expired licenses and do not comply with continuing education requirements. The board asked that this topic be sunshined for the May 2003 board meeting for further discussion.

With no other board business to conduct, Dr. Hammer made a motion, seconded by Dr. Martin to adjourn at 11:40 a.m. The motion carried.

SM/G3043128/PC